

POST IV-2 (Juvenile Probation)

1. Name of Probation Officer (<i>Please print</i>) <div style="display: flex; justify-content: space-between; margin-top: 10px;"> LAST FIRST MIDDLE </div>	2. POST Class Number (if appropriate)	3. Date of Class (if appropriate)
EMPLOYING AGENCY:		POST ID # <div style="display: flex; justify-content: space-between; font-size: small;"> ____ - ____ - ____ - ____ Last 4 of SSN ____ - ____ - ____ - ____ 1st Four Letters of First Name ____ DAY of Birth </div>
4. Name of Training Officer(s)	5. Trainer's Assignment	6. Training Dates From: To:
1.		
2.		
3.		
4.		
<p>This training guide is a listing of basic juvenile probation officer responsibilities, tasks and procedures. The assigned training officer (FTO) will use this guide during the orientation and training of the probation officer who has successfully completed the Basic POST Academy for Probation Officers. The trainer will explain each item, and whenever practical, demonstrate the task or procedure. If the trainer is not available to demonstrate the task, an approved substitute may be provided. When the trainer believes the probation officer is capable of handling a specific task, s/he will require the probation officer to perform the task while s/he observes. Sufficient time should be allowed for explaining and/or performing each task. When a task has been satisfactorily performed, the trainer will enter the date of completion in the proper column and initial. When a task arises that is not on the list, the trainer should demonstrate the proper procedure for that task and record the task at the end of the guide. If a listed task does not apply to your agency, place N/A in the allotted space. If some tasks listed cannot be demonstrated within your agency, you may inquire about training from a neighboring agency for explanation and demonstration.</p>		
7. I have been instructed in all items recorded in this training guide. (Signature of Probation Officer)	8. Date	
9. Reviewed by (Signature of Trainer -Title)	10. Date	
11. I attest that the above-named recruit has satisfactorily completed the prescribed training program. <div style="margin-top: 20px;">SIGNATURE OF AGENCY HEAD</div>		